

The regular meeting of Kaukauna Utilities Commission was called to order at 4:00 p.m. by President Lee Meyerhofer. Commission members present were Gene Rosin, Bill Vanderloop, Tom Driessen, Lee Meyerhofer, John Moore, Tom McGinnis and Brian Paschen. Also present were Paul Van Berkel, City Attorney, Jeff Feldt, Mike Pedersen, Mike Kawula, Kevin Obiala, Eric Miller and Don Krause from Kaukauna Utilities.

It was moved by John Moore, seconded by Gene Rosin to approve the minutes of the January 21, 2009 regular Commission meeting as written.

All members voted aye

Motion Carried

There was no public comment.

General Manager Jeff Feldt discussed the Badger Hydroelectric Project with the Commission. In 2002 studies began on the feasibility to refurbish and rebuild Old (1908) and New (1928) Badger hydro plants. A decision was made to request acceleration of the expiration date of the operating license for the two plants from December 31, 2018 to August 9, 2010 due to deteriorating conditions of the plants and to take advantage of the existing FERC licensing process. With the end of the licensing process in sight, KU staff requests an ad hoc committee be formed to review the project going forward.

It was moved by Tom McGinnis, seconded by Gene Rosin to establish the Badger Hydroelectric Project ad hoc committee consisting of three Utility Commissioners, City Attorney and appropriate Utility staff.

All members voted aye

Motion Carried

Manager of Finance & Administration, Mike Kawula gave the Commission an update on the investment activities associated with American Transmission Company (ATC). Kaukauna Utilities' portion of the 2009 voluntary capital call is \$136,000 based on current percentage ownership of 0.17%. Because of past performance and the potential for future return on investment for 2009 higher than other investments, Staff recommends KU make the additional voluntary investment in ATC.

It was moved by John Moore, seconded by Brian Paschen to authorize staff to make additional capital investments in the American Transmission Company (ATC) through the Voluntary Capital Call process to maintain Kaukauna Utilities 0.17% ownership stake.

Roll call Vote:

Gene Rosin	aye
Lee Meyerhofer	aye
Tom McGinnis	aye
Brian Paschen	aye
John Moore	aye
Bill Vanderloop	aye
Tom Driessen	aye

Motion Carried

Jeff Feldt presented the 2009 Work Plan to the Commission and highlighted several items in each area of the Utility.

Administration, Safety, Human Resources and Energy Services: recruit and hire the Manager of Human Resources by May 1st; obtain “No Action” letter on John Street from the DNR in order to receive remaining sale proceeds from Tanesay Development; submit application and receive gold Leadership in Energy and Environmental Design (LEED) certification for the facility addition and remodel; facilitate connection of biogas and wind generated renewable energy into the electric distribution system.

Finance, Accounting, Customer Service, Purchasing and Stores: the identity theft protection program is underway.

Information Technology (IT) and Geographical Information Systems (GIS): a new telephone system from outage and response standpoint is planned; email integration with city and migration to an exchange server.

Generation, Maintenance and System Operations: obtain final license approval for the Badger Hydro Project; complete John Street hydro refurbishment in May 2009; complete upgrades to completely eliminate the old SCADA system.

Electric Distribution Engineering, Operations and Metering: design and construct river crossing circuits between Combined Locks and OO substations; obtain diamond RP3 certification; complete engineering and design specification for the new Tobacnoir Street and Ann Street Substations.

Water Operations: develop and implement a water conservation program; achieve a 10% reduction in annual water system loss rate; continue cross connection surveys on a 3-year rotation for commercial and a 10-year rotation for residential customers.

It was moved by John Moore, seconded by Gene Rosin to approve the 2009 Work Plan with the addition of estimated quarter for each project to be completed.

All members voted Aye

Motion Carried

It was moved by John Moore, seconded by Tom McGinnis to approve the accounts receivable write offs.

Roll Call Vote:

Tom Driessen	aye
Lee Meyerhofer	aye
Tom McGinnis	aye
Brian Paschen	aye
Gene Rosin	aye
Bill Vanderloop	aye
John Moore	aye

Motion Carried

It was moved by Tom McGinnis, seconded by Bill Vanderloop that checks numbered 39789 through 39968 in the amount of \$4,380,857.74 and check number 109 in the amount of \$87,625.09 be approved for payment.

Roll Call Vote:	Brian Paschen	aye
	Bill Vanderloop	aye
	Gene Rosin	aye
	John Moore	aye
	Tom McGinnis	aye
	Tom Driessen	aye
	Lee Meyerhofer	aye

Motion Carried

The commission reviewed the monthly reports.

Staff Reports included the following:

Manager of Electric Distribution, Eric Miller advised the Commission the line crew is finishing work on Main Avenue from Ann Street to 7th Street. Eric met with the WI DOT on the subject of roundabouts in 2010 for the Hwy J and 41 intersections. Work is scheduled for the Lincoln Street corridor in Little Chute coupled with the river crossing. Talisman submitted a claim to the PSC.

Manager of Generation and Operations, Mike Pedersen advised the Commission work has remobilized at the Little Chute Plant with a mid March start up. John Street Hydro refurbishment is going well. River flow is pretty steady. Crews are doing winter cleanup at all sites.

Water Superintendent, Kevin Obiala advised the Commission the water crew has been busy with water main breaks, a frozen service at the Cops building and maintenance inside all water buildings. A water conservation program will be implemented in 2009. Large meter testing is finished except the schools which will be done this summer. The water main break at Thilmany was outside of the building under RR tracks. This water main is in bedrock and Obiala is exploring all options to remedy the problem.

Manager of Information & Technology, Don Krause advised the Commission he is analyzing new printer and copier opportunities. All copier leases have come due and are currently on a month to month basis. The goal is to maximize efficiency and retire old equipment. This will dovetail right into implementing a new telephone system. GIS received the first iteration of the new ArcFM software.

Manager of Finance and Administration, Mike Kawula advised the Commission the WC audit is complete. The Accounting Department is now focusing on the annual audit on March 20th. The new Health Reimbursement Account program has been implemented. Customer Service is continuing with the identity theft protection program and validation of customer accounts. New electric rates went into effect January 1, 2009.

Jeff Feldt advised the Commission KU active employees and retirees will change to the new State health insurance plan April 1st. KU has applied for federal economic stimulus funds for the Badger Hydro Project based on the fact that it would create jobs and furnish locally produced green power.

Commission officer elections will come up in May this year.

Jeff Feldt and four commissioners will attend the APPA Legislative Rally in Washington D.C. next week.

The APPA National Conference will be in Salt Lake City June 13-17, 2009 and the MEUW Legislative Rally on March 18th will be in Madison.

It was moved by Tom McGinnis, seconded by Bill Vanderloop to adjourn.

All members voted aye

Motion Carried

The meeting ended at 5:17 p.m.

Thomas J. McGinnis
Secretary